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MEMORANDUM FOR: Project Finance Officer

24 February 1956

THROUGH : Project Director of Administration

SUBJECT : Comment by Mr. Macy, Bureau of the Budget,
"Auditing Receipts Collected by Local Contracting
Agency"

1. Mr. Robert M. Macy submitted a brief written report on his recent trip to Watertown. He made one rather specific recommendation for the tightening up of our procedures as follows:

"Auditing Receipts Collected by Local Contracting Agency: The regional manager for the contracting firm providing such local services as food and maintenance to your activity expressed concern to me that if the local activities were audited by the primary agency he works for he would have difficulty supporting the collections received of \$1.25 a day on rooms, particularly from visitors. He also had some doubts as to whether the money collected for meals could be fully accounted for. In discussing this matter with some of your people out there it was my impression that, for security reasons, he had not been informed about all of the checks that were being made on collections in the dining room. However, there was agreement that the handling of collections from visitors as well as the general problem of managing rooms for sleeping might be tightened up considerably."

2. I would appreciate if you would look into this matter and address any necessary inquiries to the Base Commander, Watertown. Thereafter would you recommend to me whatever steps you believe should be taken. After your recommendation has been acted upon I would appreciate a brief report in writing that could be shown to Mr. Macy to demonstrate our energy in overcoming any laxness that may have arisen.

RMB:djm

RICHARD M. BISSELL, JR.
Project Director

1-Addressee 4-Dir. Admin.

2-RMB Chrono 5-Chrono

3- 6-Reading

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overseas facilities as well as equipment testing and personnel training will again be reviewed with you no later than 15 March so as to permit a reappraisal of plans for deployment.

RICHARD M. BISSELL, JR.
Project Director

RMB:djm

1-Addressee

2-RMB Chrono

3-Dep Pro Dir

4-Dir of Ops

5-Dir of Admin

6-Joe. Reidy - FU

7-Pro. Security Offr.

8-Pro. Dir of Materiel

✓ 9-Project Chrono

10-Project Reading

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